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May 8, 2014

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.
Director and Health Officer

SUBJECT: **NOTIFICATION OF THE USE OF DELEGATED AUTHORITY TO
ACCEPT TWO NOTICES OF AWARD FROM THE CENTERS FOR
DISEASE CONTROL AND PREVENTION FOR THE MEDICAL
MONITORING PROJECT**

This is to notify you that I am exercising the delegated authority approved by your Board on August 11, 2009, to accept and execute future awards and/or amendments to the Centers for Disease Control and Prevention (CDC) Notice of Award (NA) Number 1U62PS001605-01 for the period of June 1, 2009 through May 31, 2014, that permit the rollover of unspent funds, subject to review and approval by County Counsel and the Chief Executive Office (CEO), and notification to your Board.

On July 25, 2013, I notified your Board that I was exercising delegated authority to accept NA Number 5U62PS001605-05, in the amount of \$703,492, for the period of June 1, 2013 through May 31, 2014. The NA included a special condition that the Department of Public Health (DPH) submit a revised budget with narrative justification and work plan to the CDC by July 1, 2013, as well as a response to the Technical Review of the Application by July 6, 2013. No weaknesses, budget issues, or recommendations were noted by the CDC, and the requested documents were submitted on June 28, 2013.

Under the delegated authority referenced above, I will accept:

- CDC NA Number 5U62PS001605-05 REVISED, Amendment 2, issued on February 25, 2014, which: 1) approves DPH's January 9, 2014 request to carryover unobligated funds in the amount of \$39,625, from the period of June 1, 2012 through May 31, 2013 (Year 4) to the period of June 1, 2013 through May 31, 2014 (Year 5), increasing the Year 5 budget from \$703,492 to \$743,117. These funds will be used for supplies, postage, promotional/informational items, statistical analysis software (SAS) courses,

software, and medical record abstraction fees; 2) approves the revised Year 5 budget submitted on August 28, 2013; 3) approves DPH's June 28, 2013 Technical Review Response; and 4) provides updated contact information for the CDC Project Officer. This NA also noted an internal administrative amendment (Amendment 1) to extend the project period end date to May 31, 2016 (Year 6); and

- CDC NA Number 5U62PS001605-05 REVISED, Amendment 3, issued on February 28, 2014, which notifies DPH of an internal administrative change pertaining to the forthcoming award for Year 6 funds.

Acceptance of Amendments 2 and 3 will allow DPH to continue to participate in the MMP, an expanded surveillance project that collects data from HIV-infected individuals to further understanding of the clinical characteristics, health care utilization, and risk behaviors of persons living with HIV who receive care in Los Angeles County.

County Counsel has reviewed and approved the NAs as to form. County Counsel and the CEO have reviewed and approved this delegated authority action.

If you have any questions or require additional information, please let me know.

JEF:fcl
DA#02944

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors